



Inspector General Management Institute
Two week course in
Applied Management Studies

Mission Dynamics & Uncertainties/The Arena: Managing Effective IG Relationships

A comprehensive examination of the underlying purpose of the Inspector General Act, and an exploration of the current role, mission and function of the OIG community in the 21st Century. Particular insight is provided on how to operate apolitically in a political environment. The course will also explore the benefits and risks in developing and maintaining relationships with critical stakeholders and oversight groups.

Instructor – Dave Williams, IG - USPS

Cultivating Dynamic Leadership

An examination of the principles of leadership, and how they can be practically applied to the OIG community. The course sets forth the need to develop a leadership vision, and identifies the 20 most important characteristics of leadership. The course will also review the importance of developing and leading a team of leaders.

Instructor – Dr. Roger Depue, Academy Group (Former Chief, FBI Behavioral Sciences Unit)

OIG Organization and Effectiveness

This course will examine the various approaches that OIGs have taken in designing an organization to accomplish the mission of the OIG. The interrelated roles of audits, investigations, and inspections/evaluations will be discussed, as well as OIG approaches to mission support and counsel operations, and their impact on OIG independence.

Instructor – Howard W. Cox, IGMI Staff

Critical Management Responsibilities

This course will examine the challenges faced by the OIGs in the implementation of the strategic goals of the OIG. Particular emphasis will be placed on performance and project management by OIG managers at all levels of the organization.

Instructor – Bill Gainer, Gene Roleau & Associates

Media and Congressional Affairs

This course will examine the role of developing and maintaining effective congressional and public relations as an essential part of OIG mission accomplishment. The course will also examine the various approaches OIGs have taken in addressing media and congressional issues.

Instructor – Howard W. Cox, IGMI Staff

Managing OIG Assets and Budgets

This course will examine the importance of OIG asset and investment management. It will include a review of the historic problems in the OIG community, and the impact that these problems have had on OIG mission accomplishment. The relationship between successful mission accomplishment and budget justification will also be explored.

Instructor – Donald Norman, Gene Roleau & Associates

Crisis Management

This course will explore some of the historic crises that have affected the OIG community over its 25 year history. Principles of crisis avoidance and crisis management will be discussed, as well as the impact of crises on day to day and long term OIG operations. The course will also explore the importance of good stakeholder relations in avoiding and responding to crises.

Instructor – Howard W. Cox, IGMI Staff

Providing Effective Feedback; Managing Conflict in the Workplace; Delegating Effectively: Situational Leadership

These lessons will explore self management concepts relating to task prioritization, delegation of responsibilities, dealing with difficult people, as well as stress and time management.

Instructor – Michael Speer, Gene Roleau & Associates

Recruiting & Performance-Based Interviewing; Retaining & Motivating Employees; Coaching & Training Employees; Employee Conduct & Performance

These lessons will be an in-depth, practical approach to a full range of human capital management issues confronted by the OIG community. The course will start with an examination of the information needed by OIG managers to recruit and interview prospective employees. The course will then examine principles of developing, coaching and mentoring employees in a productive and professional environment. Issues relating to employee retention and development will also be explored. Finally, the course will look at dealing with “problem employee” issues relating to performance, misconduct, and whistleblower matters.

Instructors – Barbara Hulick, Paul Longanbach and David Orr, Gene Roleau & Associates

Managing Written Products

This course will examine the proper role of the OIG manager in issuing audit, investigation and inspection/evaluation reports. Suggestions will be provided on how to be an effective manager, as opposed to editor, of written OIG products.

Instructor – Jonathan Clark, Scottsdale Seminars

Horizon Issues: An IG Panel

This course will be a panel discussion among current and former Inspectors General. The future of the OIG community will be explored, as well as potential legislative and operational changes to the OIG concept.